



Some Clarifications of August 25, 2006 Morning Email

1. The two forms referenced in the PS of Doug's August 25, 2006 9:12 am email are NOT needed for MOAT.
 - a. They were listed there simply to let people know that those two forms are now available on the DJJ Web Site.
2. The IT Security Awareness Training through MOAT has NOT started yet.
 - a. It is, however, GREAT to see some people are enthusiastic about beginning the training – Thank You!
3. When it is time for your training to begin, you will receive two emails – the first is a “Welcome Message” and will include your unique login id; the second will include your password to use for your first login (at which time you will be asked to change your password).
 - a. The first group of employees to begin training will receive their individual emails after Labor Day.

Tentative Schedule of the First Two Groups to be Rolled Out

Date	Groups
Tuesday, September 05, 2006	CENTRAL OFFICE 13TH DISTRICT COURT SERVICES UNIT 14TH DISTRICT COURT SERVICES UNIT
Tuesday, September 19, 2006	BEAUMONT JUVENILE CORRECTIONAL CENTER BEHAVIORAL SERVICES BON AIR JUVENILE CORRECTIONAL CENTER CENTRAL INFIRMARY CULPEPER JUVENILE CORRECTIONAL CENTER HANOVER JUVENILE CORRECTIONAL CENTER MAINTENANCE NATURAL BRIDGE JUVENILE CORRECTIONAL CENTER OAK RIDGE JUVENILE CORRECTIONAL CENTER RECEPTION AND DIAGNOSTIC CENTER